

**INFORMATION TECHNOLOGY COMMITTEE
MINUTES
September 14, 2005**

PLACE: Room 119, Darien Town Hall

TIME: 8:30 a.m.

ATTENDING: Hovell, Benitez, Dever, Ginsberg, Westcott, Plehaty, Adams, Crary

OTHERS: Buch

Mr. Hovell welcomed Jean Benitez, who has been officially appointed to the ITC.

CIO Report - Adams

Mr. Adams explained that the high school opened on time with all of the technology up and running. He said that yesterday the "F" building was connected. All that is left is "fine tuning." They are still waiting for Cablevision. Mr. Dever will check on the cost issues with Cablevision. Mr. Adams suggested moving an upcoming ITC meeting to the afternoon (3 p.m.+/-) at the high school to view installed technology. Mrs. Westcott will follow-up.

Land Use Software Status – Ginsberg

Mr. Ginsberg then gave an update on the implementation of the CityView Land Use Software. He explained that a representative from Municipal Software came to Darien from August 15-17. This work was expected to take four days, but due to the preparation and organization of staff in the various Departments, the work only took three days. Mr. Ginsberg and Lisa Mason of the Building Department over the next two days in August sent a variety of documents and files via e-mail, CD and FTP to Municipal Software. The step is for Town staff to review the "change control document" prepared by Municipal Software. A response is expected by early October. Mr. Ginsberg noted that the project is currently on-time and on-budget.

Software Conversion – Bob Buch, Fire Marshal

Mr. Buch said that the original vendor went out of business. They converted to Firehouse in 1997. Almost all records will be on Firehouse. Reporting is easier with this software than with Vision. All incidents get reported to the State. Mr. Crary and Mr. Buch noted that this ties into the Computer Aided Dispatch system.

Mr. Hovell asked Mrs. Westcott about various technology systems at the schools.

CIO Report - Crary

Mr. Crary updated the group on copy machines and the new technology within them. They will be installed in October 2005, and there will be an overall cost savings for the Town.

Cablevision – Dever

They are looking to wire room 206 for broadcasting. Mr. Dever is working on grants for this project. It will be wired to the projection room in the Auditorium. They are aiming for

installation in the fall. Darien will be getting a DVD machine. A volunteer base is needed. There are two channels, with Channel 79 for the Town.

Web site Committee

Mr. Crary explained that a meeting of the web site committee will be on October 4, and is tentatively scheduled for 2:00 p.m. in room 206.

Mr. Hovell said that the next ITC meeting is Wednesday October 5th. He asked Mr. Adams if an afternoon meeting at the high school may be possible. Mr. Adams will look into this, and get back to the group if it is possible.

There being no other business, the meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Jeremy B. Ginsberg